

South Carolina Department of Labor, Licensing and Regulation

South Carolina Board of Landscape Architectural Examiners

110 Centerview Dr. • Columbia • SC • 29210 P.O. Box 11419 • Columbia • SC 29211-1419 Phone: 803-896-4580 • Contact.LSA@llr.sc.gov llr.sc.gov/land

2021-2023 CERTIFICATE OF AUTHORIZATION (COA) RENEWAL

Renewal Instructions/Requirements:

- Biennial application fee of \$400 in the form of a check or money order made payable to LLR-Board of Landscape Architectural Examiners. (All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.)
- Renewal / Late Fee:

Postmarked 1/31/21 or before: \$400

Postmarked 2/1/21 - 3/31/21: Late Fee \$20 + Renewal Fee \$400 = **\$420**

April 1, 2021 your license is lapsed and must be reinstated.

- Company name change (not a company structure change): Please provide the firm's previous name and the current name. If you are adding an individual name(s), please include a supplemental sheet with their full name, state of licensure and type of license they currently hold.
- Structure changes (e.g., change from partnership to a corporation): Please contact Contact.LSA@llr.sc.gov and provide the company name, license number and new structure. An application for the new firm will be e-mailed to you.
- If you do not wish to renew the firm's license, please email the Board at Contact.LSA@llr.sc.gov, including a statement to that effect along with the company name and license number. If circumstances change and the firm later wishes to reactivate the license, you may do so until March 31, 2021, by paying the renewal fee plus the late fee (\$420).

FIRM INFORMATION

Bus	iness Name:				
			Certificate of Author	orization	No.
Add	lress:	City:	State:	Zip	:
Mai	lling Address:(If different than above)	City:	State:	Zip:	
Pho	ne No.:	Fax No.:			
Ema	ail (required):				
	ase list only one landscape architect who is currently lice	_	rk in South Caroli	na:	
Nan	ne:	SC License	No.:		
If yo	SCIPLINARY QUESTIONS ou answer "Yes" to any of the questions below, sub- vant documentation. If this is the firm's first renewa- e the license was granted.			•	
1.	Since its last renewal, has any state taken disciplin against the responsible SC Landscape Architect?	ary action against your f		∃Yes	□ No
2.	Since its last renewal, has your firm or the respons or allowed a professional or occupational registrate due to any pending or threatened disciplinary action	ion/license to lapse in ar	ny jurisdiction	∃Yes	□ No

3.	Since its last renewal, has your firm or the responsible SC Landscape Architect bee by a court or a registration board to have violated the landscape architectural laws of professional/occupational laws of any jurisdiction?	d □ Yes	□ No
4.	Since its last renewal, has your firm or the responsible SC Landscape Architect enterinto any negotiated settlement with regard to professional/occupational registration	□ Yes	□ No
AT'	ΓESTATION		
and	undersigned affirms responsibility that all information and statements contained he effect. Further, the undersigned takes responsibility that required additional explant be provided if not already provided with this renewal application.		
Арр	olicant Signature: Date:		
Nan	ne (please print):		

PRIVACY NOTICE

South Carolina law requires the agency to collect personal information which is only disseminated as required by law. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on your renewal application and other documents on file may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical purposes.